SELECTBOARD MEETING
MINUTES
November 9, 2026

I. OPEN MEETING – Chairman Begin called the November 9, 2026, meeting to order at 6:00 P.M. Those present included Dillon Begin, Alfred Buckley, Alan Leigh, April Busfield, Kevin Bennett, and Zachary Brown. Members of the public included Mike Miller, NEK News, and Vinnie Melendez, Wastewater Deputy Director of the Granite State Rural Water Association.

II. APPROVAL OF MINUTES – October 26 and October 29, 2026, Meeting Minutes – Al made a motion to approve the October 26 and October 29, 2026, meeting minutes as written, and Alan seconded. Chairman Begin asked if there was further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative.

III. ADDITIONS/DELETIONS TO AGENDA – Zach added a reminder concerning the Northern Borders Dispatch full board meeting scheduled for November 12. All board members agreed to the addition. Al indicated that he would attend, with one additional attendee possible. Zach would notify Becky Robinson, Northern Borders Dispatch Coordinator, so attendance could be considered in determining a quorum. No other additions or deletions were made.

IV. GENERAL PUBLIC COMMENT – No public comments were offered.

V. REPORT FROM HIGHWAY –

a. Update on Hudson Road Work – Zach reported that grading had been completed and $2,000 worth of gravel had been placed on Hudson Road, with $1,000 paid by the Town and $1,000 reimbursed by Melody Houle. Ditching had been completed up to the gate. Melody had contacted the office to ask why the ditching stopped before her property and how that affected her request for winter plowing. Members discussed the lack of suitable material and ditching conditions beyond the gate, the time available to complete the work, and the need to prepare the truck for winter. The board also noted that Hudson Road is a Class IV highway and discussed the seasonal conditions that make travel beyond the gates damaging to the road. Zach and Dillon would draft a letter for the board to review explaining the work completed and the limitations on further work and winter maintenance.

b. Grant Updates – Zach reported that the completed Grants-in-Aid project had been reimbursed and was settled. He and April would complete the Better Back Roads submission for reimbursement of the previous project. For the upcoming Better Back Roads application, the Town had been advised that a Class IV road would not score well, limiting the prospects for the proposed Hudson Road work. April had instead developed a Todd Hill project addressing five deficient road segments identified through the updated assessment. The proposed project totaled approximately $25,000, consisting of a $20,000 grant and $5,000 in-kind match. A different eligible project was still needed for the second Grants-in-Aid award. April would reassess culverts and road segments identified during recent highway work to determine an appropriate project.

c. Highway Personnel Updates – Zach reported that David Shallow and Kevin Bennett had both started work. Kevin was present at the meeting. Members discussed reviewing work priorities and responsibilities at a separate meeting. Written plow-route information was being prepared with Jason's assistance. Danny's assistance with highway work and winter preparations was also acknowledged.

d. Equipment Repairs and Updates – There was no new information concerning the grader repairs. Zach would make follow-up calls the next day. Winter tires had been installed on both highway trucks, and the trucks were equipped for winter. Kevin had replaced the weak batteries in the older truck, and magnetic heaters still needed to be ordered. Zach also noted that he had put the Town identification stickers on the skid steer. Members also discussed fittings that had been installed backward on a plow and the need to contact Jason about correcting them.

e. Grading Updates – Grading had been completed, with bills totaling approximately $10,000, including the $2,000 in gravel discussed above. Some additional work had been done around ditches and other areas needing attention. Zach reported one complaint from Dan Wade concerning remaining washboard conditions on Claybrook Road. Members agreed that the contractor would not be sent back out at this time.

VI. REPORT FROM WASTEWATER TREATMENT PLANT – April reported that there were no additional wastewater treatment plant updates.

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VII. REPORT FROM SOLID WASTE –

a. Coos County Recycling Center Updates – Zach reminded the board of the full board meeting scheduled for Wednesday, November 11, at 5:30 P.M. at the administration office. The meeting would address the two proposed budgets. Although the Town would have one vote, full Selectboard attendance was encouraged. Members indicated that they planned to attend, and Zach would notify the coordinator.

b. Transfer Station Lighting and Recycling Updates – The new Transfer Station lights had been inspected after dark and were providing good coverage. The installation cost was consistent with the proposal. Members noted that the lights must be switched off manually from inside the buildings and discussed whether timer switches might be useful. They agreed to monitor operation before pursuing an additional expense. Zach would review the electric bill after the first full month of use. New signs had been ordered, and an enlarged State electronics recycling poster and information packets had been prepared to help staff and residents identify accepted items. Members also discussed a display showing common nonrecyclable items and the placement of trash cans near the recycling containers to help reduce contamination.

VIII. NEW BUSINESS –

a. 2026 Town Appointments – Zoning Administrator – No new appointments were presented. Zach reported that Cheryl continued to perform the zoning administrator's duties and that Mike had indicated he did not wish to take over while Cheryl wanted to continue. Members agreed to allow the current arrangement to continue while considering the longer-term arrangement. Zoning activity was expected to slow during the winter, allowing time to address the matter before spring. No new appointment motion was made.

b. Municipal Ethics Complaints – Five Pending – Five municipal ethics complaints remained pending and continued to be reviewed. No action was taken.

c. Alice Ward Library Carriage House Renovations – Zach reported that the grant deadline was being extended to December 31, 2027. The extension would ease concerns about completing the reimbursement process by the previous December deadline. The Library Trustees had also requested changes concerning parking and snow removal around the building.

i. Parking and Traffic Direction – The Trustees requested moving the no-parking restriction to the park side of the street and allowing parking on the library side so patrons would not have to step into a snowbank when leaving their vehicles. Members also discussed reversing the one-way direction while keeping parking on the park side, which could preserve more parking spaces. Concerns included the number of available spaces, effects on nearby residents, and access for larger vehicles. Zach explained that a change would require an amendment to the traffic ordinance and the associated posting process. The board would continue considering the alternatives; no ordinance amendment was adopted at this meeting.

ii. Snow Removal – The board agreed that the library driveway could be back-dragged rather than pushing snow against the Carriage House, as that area would now be in use. A request to plow the new secondary basement exit was discussed but was not considered feasible because the Town's trucks could not access the area. Driving across the playground could also damage the splash-pad piping. Zach explained that the Town does not provide shoveling services for the library or others. Staff handle shoveling at their own facilities: Transfer Station staff at the Transfer Station, Zach at the Town Office, and April and her assistants at the sewer and water plants.

d. Economic Development Committee Updates – The Economic Development Committee would meet on November 10 at 6:00 P.M. The Selectboard was invited to attend. Expected topics included Bill and Ursula Johnson's property, the Ethan Allen property, and the Phase I environmental assessment for the finishing building. Zach had forwarded the report electronically and would print one copy of the approximately 457-page document. A brief synopsis was also requested.

e. River Road and Leach Stream Erosion Work – Zach reported that he had discussed the erosion concerns with Diana and explained that the Town did not currently have the administrative capacity to manage another FEMA project. Diana would contact the Northeastern Vermont Development Association to determine whether its grant writer could assist. Members discussed the possible cost of professional grant assistance and the role of a feasibility study in identifying an appropriate approach to stabilization. Zach noted that the potential funding discussed would address protection of Town infrastructure along River Road rather than the separate Leach Stream concerns. Diana would continue investigating available assistance.

f. FY2027 Budgeting Schedule/Preliminary Discussion – The board discussed beginning budget preparation after Thanksgiving. The sewer budget would be reviewed at the December 7 meeting. April and Zach would meet beforehand to review anticipated projects, laboratory costs, and other changes and prepare a proposed budget for the board's consideration.

g. MERP Grant Amendment – Zach reported that the amended agreement was still pending. The Town had been advised that the amendment would be sent after NVDA approval was received.

h. Traffic Safety Concerns –

i. VT Route 114 in Wallace – Residents in the Wallace Pond area had contacted Zach about requesting a speed study and a lower speed limit. Zach had located contacts for them, and the residents would pursue the request. The board agreed that Zach should draft a letter of support to accompany their submission. Zach also noted that installation of the Town's radar speed signs was anticipated in the spring.

ii. VT Route 253 and ATVs – The Town had not received a response from the State to its request concerning ATV travel on Route 253. Zach reported objections from residents, including concerns about additional traffic, speeding, young riders, and limited enforcement. Members discussed the distinction between State approval for a State highway and the Town's ATV ordinance. The possibility of a further public discussion after the State responded was also raised. No additional action was taken.

IX. OLD BUSINESS –

a. Fletcher Park Electric – Zach reported continuing electrical problems at Fletcher Park. A second electrician's estimate had been requested in addition to Jeremy's preliminary estimate and was expected for the next meeting. Funds previously budgeted for tree maintenance remained available and could potentially be used for the electrical work. Members discussed the digging that might be necessary and the importance of completing the work before winter.

X. EXECUTIVE SESSION – Alan made a motion to enter executive session to discuss highway personnel updates and raises, bonuses, and stipends under 1 V.S.A. § 313(a)(3), and Al seconded. Zach and Kevin were permitted to remain. Chairman Begin asked if there was further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative. The board entered executive session at 6:35 P.M. Kevin left before the discussion of raises. Al made a motion to exit executive session at 7:31 P.M., and Alan seconded. Chairman Begin asked if there was further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative. No action was taken in executive session.

a. Wage Report – Upon returning to open session, Alan made a motion concerning a 4.7% wage increase, and Al seconded. The motion was withdrawn by agreement of the mover and seconder so the board could approve the complete wage report. Alan then made a motion to approve the wage report as printed, and Al seconded. The report reflected the 4.7% wage adjustment and the individual changes noted on the report, including a mileage reimbursement rate of $0.76 per mile. The approved wage report would be posted online. Chairman Begin asked if there was further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative.

b. Bonuses and Stipends – Alan made a motion to approve the 2026 bonuses and stipends as presented, and Al seconded. Chairman Begin asked if there was further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative.

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XI. SORT MAIL/SIGN WARRANT –

a. Warrant 23-26 – $319,578.32 – The board reviewed and signed Warrant 23-26. No mail requiring action was presented.

b. Transfer Station Coverage for Dennis Wright – Al offered to cover Dennis Wright's hours while Dennis was undergoing medical treatment and to give Dennis 25% of the wages Al earned for that work to assist with travel expenses. Alan made a motion to approve the arrangement, and Dillon seconded. Chairman Begin asked if there was further discussion; seeing none, he called for a vote. The motion passed with Alan and Dillon voting in the affirmative and Al abstaining.

XII. ADJOURN MEETING – Alan made a motion to adjourn, and Al seconded. Chairman Begin asked if there was further discussion; seeing none, he called for a vote. The motion passed unanimously in the affirmative. The meeting adjourned at 7:35 P.M.

2026			
Bonuses and Stipends			
	Amount	**Description**	**Account Number**
CHRISTMAS BONUS			
Jody Gordon	$100.00	christmas bonus	00-001-1001
Joyce Gorman	$100.00	christmas bonus	00-001-2006
April Busfield	$250.00	christmas bonus	02-021-1000
Alain Dupont	$100.00	christmas bonus	00-001-5000
Dennis Wright	$100.00	christmas bonus	00-001-5000
Daniel Hughes	$100.00	christmas bonus	00-001-5000
Kevin Bennett	$100.00	christmas bonus	01-011-1300
David Shallow	$100.00	christmas bonus	01-011-1300
Zachary Brown	$350.00	christmas bonus	00-001-1001
JUSTICE OF THE PEACE	**Amount**	**Description**	**Account Number**
Laurie Daley	$100.00	jp stipend	00-001-1325
Judith Masson	$100.00	jp stipend	00-001-1325
Fern Owen Brown	$100.00	jp stipend	00-001-1325
Krista Rodrigue	$100.00	jp stipend	00-001-1325
Catherine Sawicki	$100.00	jp stipend	00-001-1325
SEWER COMMISSION	**Amount**	**Description**	**Account Number**
Dillon Begin	$275.00	sewer stipend	02-021-1014
Alfred Buckley	$275.00	sewer stipend	02-021-1014
Alan Leigh	$275.00	sewer stipend	02-021-1014
Zachary Brown	$100.00	sewer stipend	02-021-1014
TRANSFER STATION	**Amount**	**Description**	**Account Number**
Dillon Begin	$100.00	transfer stipend	00-001-5015
Alfred Buckley	$100.00	transfer stipend	00-001-5015
Alan Leigh	$100.00	transfer stipend	00-001-5015
ZONING BOARD	**Amount**	**Description**	**Account Number**
Cheryl Cote, Zoning Admin	$500.00	zoning stipend	00-001-1313
Mark Bullard	$250.00	zoning stipend	00-001-1313
Kyle Moulton	$250.00	zoning stipend	00-001-1313
Julie Giroux	$250.00	zoning stipend	00-001-1313
Margaret Knapp	$250.00	zoning stipend	00-001-1313
Larry Pryor	$250.00	zoning stipend	00-001-1313
Joel Tjornehoj	$250.00	zoning stipend	00-001-1313
Michael Daley	$250.00	zoning stipend	00-001-1313
CEMETERY STIPENDS	**Amount**	**Description**	**Account Number**
Dennis Fuller	$350.00	cemetery stipend	00-001-1900
Walter Noyes	$350.00	cemetery stipend	00-001-1900
Alfred Buckley	$350.00	cemetery stipend	00-001-1900
SELECTBOARD	**Amount**	**Description**	**Account Number**
Alfred Buckley	$2,000.00	Selectboard stipend	00-001-1000
Alan Leigh	$2,000.00	Selectboard stipend	00-001-1000
Dillon Begin	$2,000.00	Selectboard stipend	00-001-1000
ON CALL STIPEND	**Amount**	**Description**	**Account Number**
Kevin Bennett	$ 180.82	(40*30)*(55/365)	01-011-1300

April Busfield	$ 1,499.40		$2,998.80/2	02-021-1000
David Shallow	$ 203.84		(40*30)*(62/365)	01-011-1300
Payout Per Employee			**Payout Per Employee**	
By Last Name			By Amount	
Dillon Begin	$ 2,375.00		Alfred Buckley	$ 2,725.00
Kevin Bennett	$ 280.82		Dillon Begin	$ 2,375.00
Zachary Brown	$ 450.00		Alan Leigh	$ 2,375.00
Alfred Buckley	$ 2,725.00		April Busfield	$ 1,749.40
Mark Bullard	$ 250.00		Cheryl Cote	$ 500.00
April Busfield	$1,749.40		Zachary Brown	$ 450.00
Cheryl Cote	$ 500.00		Dennis Fuller	$ 350.00
Michael Daley	$ 250.00		Walter Noyes	$ 350.00
Laurie Daley	$ 100.00		David Shallow	$ 303.84
Alain Dupont	$ 100.00		Kevin Bennett	$ 280.82
Dennis Fuller	$ 350.00		Mark Bullard	$ 250.00
Julie Giroux	$ 250.00		Michael Daley	$ 250.00
Joyce Gorman	$ 100.00		Julie Giroux	$ 250.00
Jody Gordon	$ 100.00		Margaret Knapp	$ 250.00
Daniel Hughes	$ 100.00		Kyle Moulton	$ 250.00
Margaret Knapp	$ 250.00		Larry Pryor	$ 250.00
Alan Leigh	$ 2,375.00		Joel Tjornehoj	$ 250.00
Judith Masson	$ 100.00		Laurie Daley	$ 100.00
Kyle Moulton	$ 250.00		Alain Dupont	$ 100.00
Walter Noyes	$ 350.00		Joyce Gorman	$ 100.00
Fern Owen-Brown	$ 100.00		Jody Gordon	$ 100.00
Larry Pryor	$ 250.00		Daniel Hughes	$ 100.00
Krista Rodrigue	$ 100.00		Judith Masson	$ 100.00
Catherine Sawicki	$ 100.00		Fern Owen-Brown	$ 100.00
David Shallow	$ 303.84		Krista Rodrigue	$ 100.00
Joel Tjornehoj	$ 250.00		Catherine Sawicki	$ 100.00

TOWN EMPLOYEE WAGES

POSITION	Rate Yr 2022	Rate Yr 2023	Rate Yr 2024	Rate Yr 2025	Rate Yr 2026	Rate Yr 2027	Δ
ROAD COMMISSIONER	$ 22.00	$ 24.20	$ 25.40	$ 26.25	27.30 Jason + 30.00 Kevin	$ 30.00	$ 2.70
ROAD ASSISTANT	$ 18.00	$ 19.80	$ 25.00	$ 23.00	23.00 Jay + 30.00 David	$ 30.00	$ 7.00
SEXTON - WITH MOWER							
WITHOUT MOWER	15.86 +3.50 mower	17.45 +3.50 mower	18.32+3.50 Mower	19.24+3.50 Mower	20.01+3.50 Mower	20.95+3.50 Mower	$ 0.94
CUSTODIAN	125	$ 137.50	$ 144.40	$ 151.65	$ 157.72	$ 165.00	$ 7.28
LISTER/BALLOT CLERKS	$ 15.66	$ 17.23	$ 18.09	$ 19.00	$ 19.76	$ 20.70	$ 0.94
AUDITOR	$ 15.66	$ 17.23	$ 18.09	$ 19.00	$ 19.76	$ 20.70	$ 0.94
ANIMAL CONTROL BOARDING	15.00/day	15.00/day	16.00/day	18.00/Day	19.00/Day	20.00/Day	$ 1.00
ANIMAL CONTROL OFFICER	$ 15.78	$ 17.36	$ 18.23	$ 19.15	$ 19.92	$ 20.90	$ 0.98
TREATMENT PLANT OPERATOR	$ -	$ -	$ 71,400.00	$ 74,970.00	$ 77,968.80	$ 95,940.00	$ 17,971.20
			2746.15 biweekly	2883.46 biweekly	2,998.80 biweekly	3,690.00 biweekly*	$ 691.20
	$ 28.05	$ 30.86	$ 32.40				
ASST. OPERATOR	$ 18.00	$ 20.00	$ 21.00	$ 23.00	$ 25.00	$ 26.20	$ 1.20
MAINTENANCE OPERATOR	$ 18.00	$ 20.00	$ 21.00	$ 23.00	$ 23.92	$ 25.00	$ 1.08
CLERK/TREAS	$ 49,099.91	$ 54,009.90	$ 54,600.00	$ 57,330.00	$ 59,623.20	$ 90,000.00	$ 30,376.80
	$ 1,888.46	2077.31 Noreen, 2000.00 Zach	2100.00 biweekly	2205.00 biweekly	2293.2 biweekly	3461.54 biweekly*	$ 1,168.34
ASST CLERK	$ 19.43	18.98 Zach, 20.00 Noreen	$ 21.00	$ 21.00	$ 21.84	$ 22.90	$ 1.06
WATER OPERATOR	$ -	$ -	$ 71,400.00	$ 74,970.00	$ 77,968.80	$ 95,940.00	$ 17,971.20
			2746.15 biweekly	2883.46 biweekly	2,998.80 biweekly	3,690.00 biweekly*	$ 691.20
	$ 28.05	$ 30.86	$ 32.40				
MILEAGE	.58/mile	.625/mile	0.625/mile	0.67/mile	0.70/mile	0.76/mile	$ 0.06
TRANSFER STATION OPERATOR	$ 18.48	$ 20.33	$ 21.35	$ 22.45	$ 20.00	$ 20.00	$ -
W/O EXPERIENCE	$ 16.85	$ 16.50	$ 17.33	$ 18.20	$ 18.00	$ 18.00	$ -
STUMP DUMP ATTENDANT	$ 15.00	$ 16.50	$ 17.33	$ 18.20	$ 18.93	$ 19.80	$ 0.87
CHIEF OF POLICE	$ 24.42	N/A	N/A	N/A	N/A	N/A	$ -